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ABSTRACT

The last of three library skills modules for college students, Unit III provides definitions of periodicals, indexes and abstracts, as well as discussion of how to select the appropriate index or abstract, how to interpret a citation, and how to locate bound journals, microfilms, and current issues of journals in the library. Copying and borrowing regulations for magazines are explained. How to use newspapers and their indexes is the topic of the concluding exercise. Included with the unit are six tests which are used to evaluate student achievement after completion of the module. (JAB)

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LIBRARY INSTRUCTION SERIES

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UNIT III

FINDING AN ARTICLE:

INDEXES AND ABSTRACTS

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Clara K. Flower

TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC) AND USERS OF THE ERIC SYSTEM."

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Adapted from Library Instruction Unit, Leeward Community College, University of Hawaii, Pearl City, Hawaii

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In Unit II you learned how to use the card catalog to locate books. Books are good sources of information on broad subjects or for historical points of view. In order to find up-to-date information you should consult magazine articles which are the best source of current knowledge, recent discoveries, or news on a contemporary issue or problem. (Magazines are also referred to as journals, periodicals, or serials. In this Unit the terms will be used interchangeably.) Periodical articles are also good sources for brief coverage of an issue. Essential facts are presented in a few pages, rather than in the lengthy treatment given in a book. This is especially true for scientific fields - often items reported in journals will never be published in book form, because the medium for scientific reporting is the journal.

MAGAZINE=
JOURNAL=
PERIODICAL

A periodical is defined as a magazine or other publication of which the issues appear at stated or regular intervals, generally oftener than once a year. The usual frequencies are weekly, bi-monthly, monthly, and quarterly. (At the Fogler Library if a serial publication is issued only once a year, it is treated as if it were a book, cataloged and placed in the general stacks.)

Periodicals fall into roughly two types: general and specialized. General interest periodicals cover topics in many areas and are of a popular nature.

Examples of general periodicals are Time, Saturday Review, or Scientific American. Specialized periodicals are usually scholarly, or of concern to those in a particular profession. The articles are usually topical and detailed in nature. Examples of specialized periodicals are Journal of Environmental Education, Plant Pathology, or Journal of Experimental Psychology.

The Fogler Library subscribes to over 3,000* periodicals and newspapers. The problem most people have is how to find articles relevant to a need in just one or two of those 3,000 periodical titles. Although names of periodicals are listed in the card catalog, the articles contained within are not. Rather than having to thumb through issue after issue of hundreds of magazines looking for the right article (this would take hours of your time) there are tools called periodical indexes or abstracts which are published just to help you locate needed articles.

INDEXES AND ABSTRACTS

An index lists articles by subject and author and provides: the title of the article, name of the journal, volume, date, and pages where it might be found. An abstract provides the same information, plus a summary of the contents of the article. An index or abstract which covers over 100 journals, not just a single source, and in which you can see a year's worth of articles indexed in one place represents quite a lot of time saved.

*Journals published by the Government and held in the Library's Documents Depository are not included in this figure.

Indexes and abstracts also fall into the two categories of general and specialized. The Reader's Guide to Periodical Literature which began in 1900 is probably the best known general index. It indexes the contents of about 160 journals which are general (current news, consumer information, hobbies, people, and other subjects of popular interest) in nature. Issues of the index are published twice a month - so, as an index source it is quite up to date. Other general indexes are the Humanities Index, Social Sciences Index, and the Public Affairs Information Service (PAIS).

Indexes which cover specialized subject fields are Art Index, Business Periodicals Index, Education Index, Biological Abstracts, Chemical Abstracts to name a few of the most heavily used.

Selecting an Index or Abstract

The Library subscribes to over 100 indexes and abstracts. They have been assigned call numbers and are located in a separate section of the Reference Room. There are several ways to select the index best suited to your needs. One of the first would be to ask a reference librarian to show you how to use the Library's subject Periodical Printout located on a table in the Reference Room. The indexes, abstracts, and periodicals the Library owns have been coded by subject. As an example, if you want to know which index covers forestry journals,

INDEX SELECTION

merely consult the subject codes, obtain the code #177 (for forestry), turn to the entries under #177 and you will have a list of all Fogler's journals, indexes, and abstracts in the field of forestry. Forestry Abstracts is listed and is probably the best index to use if you are searching out material for a research project.

INDEX SELECTION CONTINUED

There is another approach, if you have the name of a journal with a relevant article and suspect that more may have been written on the topic in different journals, ask a reference librarian for a tool such as Ulrich's International Directory of Periodicals. In addition to publishing information, these directories list where journals are indexed. The next step after obtaining the name of an index would be to consult a Periodicals Printout to learn if the Library owns that index. There are several other ways to determine which index or abstract to use, but for now be sure to ask a reference librarian for help.

Following is a selective list of thirty of the most commonly used indexes or abstracts:

America: History and Life
Applied Science and Technology Index
Art Index
Bibliography of Agriculture
Biological Abstracts
Biological and Agricultural Index
Book Review Index
Book Review Digest
Business Periodicals Index
Chemical Abstracts
ERIC: Current Index to Journals in Education
Resources in Education
Education Index
Engineering Index
Forestry Abstracts
Humanities Index
Index Medicus
MLA International
Mathematical Reviews
Music Index
Nutrition Abstracts and Reviews
Philosopher's Index
Physics Abstracts
Psychological Abstracts
Public Affairs Information Service
Readers' Guide to Periodical Literature
Social Sciences Index
Sociological Abstracts
Wildlife Reviews
Zoological Record

Interpreting a Citation

Once you have chosen an index, check the scope of the index by scanning the list of journals indexed. Note the titles for representativeness and inclusiveness. Last, check to see if items other than journals are included, such as books, reports, etc. Be sure to read the introduction or instructions listed in the front to make sure you know how to use it, what the abbreviations stand for, or other idiosyncracies.

CITATION PARTS

CITATION PARTS

Abbreviations are used heavily to save space, so be sure you understand what they mean.

Most indexes and abstracts have basic similarities. There are basic rules and principles to which all conform, although it may not seem that way when you first encounter a new index.

To review, most indexes will provide a standard citation which includes: author, title, name of the journal containing the article, volume number, page numbers, and date of the journal issue.

Abortion
Abortion: rights and risks. D. Rice. Harp Baz. 109:71+ Je '76

Title: Abortion: rights and risks
Author: D. Rice
Journal: Harp Baz = Harpers Bazaar
Volume: volume 109
Page: page 71+ (+ = continues beyond p.71)
Date: Je 76 = June 1976

Often, especially if you're using the Readers' Guide, an author's name may be omitted if the article was unsigned, as is often the case with news magazines. The remaining information which is needed to locate an article is always provided. See the examples below from the Readers' Guide for the two types of citations.

ABILITY
Maturation—a factor in verbal and spatial learning: work of Deborah P. Waber. M. Casady. Psychol Today 10:44 O '76
Mental abilities: sex or maturation rate. Sci N 109:292-3 My 8 '76
Sex differences in cognition: a function of maturation rate? D. P. Waber. bibl il Science 192.572-4 My 7 '76
See also
Creative ability
Great men

CITATIONS

Make sure that you always copy the complete citation. With only part of the information, finding the article you seek is very difficult, if possible at all. In the eventuality that you really do use the article for a research paper you'll need the citation information anyway for your bibliography - so, copy the entire citation.

SUBJECT HEADINGS

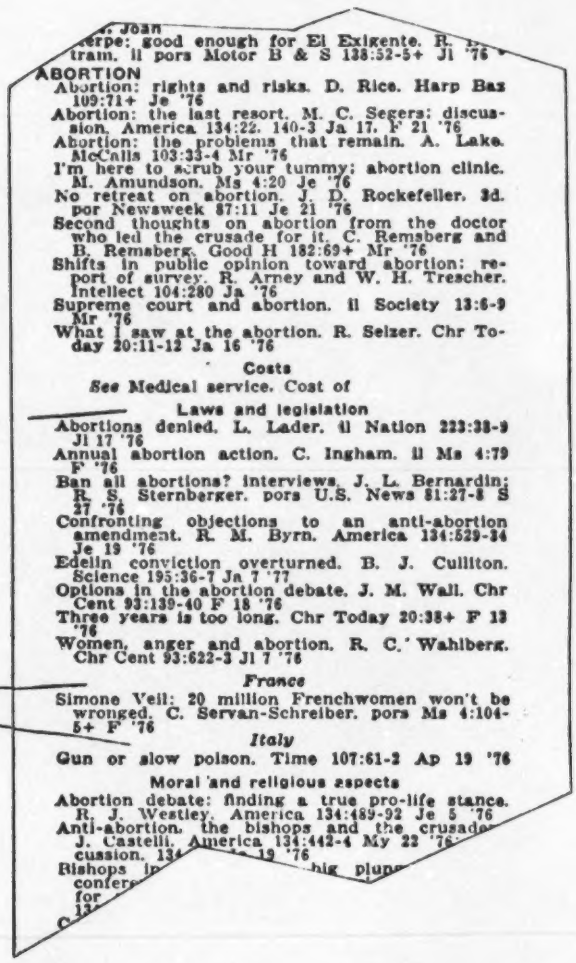
The most common approach to using indexes or abstracts is the subject approach. Most indexes are arranged alphabetically by subject heading. As with the card catalog you'll need to rephrase your search into terms used by the system, in this case the index. Most indexes use "see" and "see also" references to assist in selection of a subject heading. These work in exactly the same way as the "sa", "xx", and "x" references in the Library of Congress Subject Heading volumes discussed in Unit II. Quite often it takes several minutes of trial and error searching to locate a relevant heading. If you don't have any success at first, try to think of a related heading or consider the terms under which you might index your subject if you had to. In addition, keep in mind that the first volume you consult might not contain references to an article relevant to your needs. In that case consult volumes from other years.

Be aware also that many indexes use subdivisions, as did the card catalog. Notice that subdivision

headings are placed in the middle of the column. (See example below.) If there are more than one, they are arranged alphabetically - except the geographic subdivisions which are listed separately.

Please examine the excerpt from the Readers' Guide listed below. It includes examples of several types of citations listed above.

CITATIONS



ABORTION
Abortion: rights and risks. D. Rice. Harp Baz 109:71+ Je '76
Abortion: the last resort. M. C. Segers: discussion. America 134:22. 140-3 Ja 17. F 21 '76
Abortion: the problems that remain. A. Lake. McCalls 103:33-4 Mr '76
I'm here to scrub your tummy; abortion clinic. M. Amundson. Ms 4:20 Je '76
No retreat on abortion. J. D. Rockefeller. 3d. por Newsweek 87:11 Je 21 '76
Second thoughts on abortion from the doctor who led the crusade for it. C. Remsberg and B. Remaberg. Good H 182:69+ Mr '76
Shifts in public opinion toward abortion: report of survey. R. Arney and W. H. Trescher. Intellect 104:280 Ja '76
Supreme court and abortion. il Society 13:6-9 Mr '76
What I saw at the abortion. R. Selzer. Chr Today 20:11-12 Ja 16 '76
Costs
See Medical service. Cost of
Laws and legislation
Abortions denied. L. Lader. il Nation 223:38-9 Jl 17 '76
Annual abortion action. C. Ingham. il Ms 4:79 F '76
Ban all abortions? interviews. J. L. Bernardin; R. S. Sternberger. pors U.S. News 81:27-8 S 27 '76
Confronting objections to an anti-abortion amendment. R. M. Byrn. America 134:529-34 Je 19 '76
Edelin conviction overturned. B. J. Culliton. Science 195:36-7 Ja 7 '77
Options in the abortion debate. J. M. Wall. Chr Cent 93:139-40 F 18 '76
Three years is too long. Chr Today 20:38+ F 13 '76
Women, anger and abortion. R. C. Wahlberg. Chr Cent 93:622-3 Jl 7 '76
France
Simone Veil: 20 million Frenchwomen won't be wronged. C. Servan-Schreiber. pors Ms 4:104-5+ F '76
Italy
Gun or slow poison. Time 107:61-2 Ap 19 '76
Moral and religious aspects
Abortion debate: finding a true pro-life stance. R. J. Westley. America 134:489-92 Je 5 '76
Anti-abortion, the bishops and the crusade. J. Castelli. America 134:442-4 My 22 '76
cussion. 134 19 '76
Bishops in hig plun
confer
for
13

no author

see reference

subdivision

geographical subdivisions

Please turn to Exercise 9 in your Workbook.

Once you have found references to material you need and have copied the citations for those articles which seem to fit your requirements, the next step is to find out if the Library owns the journal and, if so, where it is located.

JOURNAL LOCATIONS

Location of Periodicals

Periodicals are stored in several locations in the Library. Consult one of the Master Periodical Printouts found in the Reference Room, Current Periodicals Room, Microforms Room, or distributed throughout the periodical stacks to determine if the Library owns* a journal, how much of it we have, and where the current and back issues are shelved.

USING THE PRINTOUT

If the Printout indicates "Period.Stacks" in the Backfile location column it means the backfiles (older issues) are bound in book form and are shelved alphabetically by title on Level 2. "Microfilm," "microfiche," "microcard," "microprint," direct you to the Microforms Room. Other possibilities are: "Reference" or a call number which indicates that the holdings are in the Reference Room; "Darling Center" for those items owned by the University's marine biology station in Walpole, Maine; "Bangor CC" for items owned and housed at the Bangor Community College Library, "Storage" for little used

*Periodicals issued by the U.S. Government are not usually included on the Printout.

materials which may be obtained by requesting them at the Current Periodicals Desk; "Special Collections" or "Documents" entries should direct you to those departments.

MICROFORMS AND LOCATIONS

"Microfilm" indicates that the older issues are available on reels of microfilm which are filed in alphabetical order down the center aisle of the Microforms Room. The other possibilities are microfiche and microprint. Microfiche is a flat sheet of film measuring approximately 4 x 6 upon which, in vertical and horizontal rows, are the micro-images of the complete original text. Microprint or microcards are usually on 9 x 6 sheets containing micro-images which have been reproduced by a lithographic method onto opaque paper. Microfiche and microprint must be requested from an attendant at the Microforms Desk. You will need your identification card to borrow these materials.

CURRENT ISSUES

The Current issues location column follows much the same format. In most cases the most recent issues of a journal will be arranged alphabetically by title around the edges of the Current Periodicals Room on Level 2. Exceptions not encountered before are: "Periodicals Desk" which means that the item is heavily used so is kept behind the Desk for security or other reasons; "Oakes Room" indicates that the journal is of a popular nature and is kept in the Louis Oakes Room on Level 1 for browsing.

If you have trouble interpreting the Printout or can not locate the journal you need please ask for help at the Current Periodicals Desk.

Finding Periodicals: A review

SHELVING JOURNALS

To review, at the Fogler Library periodicals are filed alphabetically by title. Current issues, those within the past year, are arranged clockwise around the perimeter of the Current Periodicals Room, beginning near the Periodicals Desk. Bound (backfiles) volumes are shelved in the Level Two stacks beginning opposite the elevators. Microfilm is stored on the A-frames in the center of the Microforms Room, beginning with "A" on the Mall end of the room. Microprint and microfiche, because of potential filing errors, are stored behind the Microforms Desk. Please ask the attendant for the items you need. Periodicals from closed collections such as Documents or Special Collections must be requested from attendants in the respective department.

Some filing tips to remember when searching for a journal are: Arrangement of periodicals on the shelves is alphabetical except for certain instances:

1. If a journal is published by an organization it will be filed under the name of the organization rather than the title of the journal. Example: "The Journal of the American Medical Association" is shelved in the "A's" under "American Medical Association. Journal."

2. If the name of a journal is an acronym or initialism it precedes the rest of the alphabet. Example: the journal "RQ" is filed before "Radiation Botany."

COPYING

Copying machines are available throughout the building for your use. Money changers are located in the lobbies on Levels 1 and 2. There is a coin-op reader-printer in the Microforms Room for making paper copies from microfilm or microfiche. (Microprint can not be copied in this library.) Should you desire a duplicate copy of a microfiche there is a fiche-to-fiche copier available in the Photocopy Department. Check at the Microforms Desk for a sheet listing charges for these copying services.

BORROWING

If you should find an article which is too long to copy or you wish to read at home, go to the Periodicals Desk to inquire about checking it out. The general circulation policies for periodicals allow a user to sign out up to four journals for overnight use. Customarily these go out late in the day until early the next morning. Items held behind the Desk never go out of the Library.

Please turn to Exercise 10 in your Workbook.

Using Newspapers

Newspapers are an excellent source of current information and opinion. As with periodicals, newspaper titles are listed in the card catalog and the Periodicals Printout, but obviously the contents are not.

Newspaper indexes are published which provide access to information in newspapers. The Library has a variety of indexes which cover national, international, and regional newspapers. Some are:

The Times (London)	1790+
New York Times	1851+
Wall Street Journal	1959+
Christian Science Monitor	1967+
Maine Times	1968+
Washington Post	1973+
Chicago Tribune	1975+

NEWSPAPER INDEXES

The above indexes are published either every two weeks (New York Times), weekly (Maine Times), or monthly with annual cumulations.

Entries in most newspaper indexes are arranged alphabetically by subject headings. As experienced earlier with searches in the card catalog and with periodical indexes, you must adapt your research strategy to comply with the terms used by the index. "See" and "see also" references will help direct you to related headings. Once you have found the correct subject heading, citations are usually arranged chronologically.

NEWSPAPER INDEX CITATIONS

The New York Times Index is a standard source found in most libraries, so will be used as an example. Its citations are similar to most indexes.

The New York Times INDEX

-A-

A.D. Publications
Names Margot Sherman Peet pres of bd (S), Mr 28, 62:4
ABDELAZIZ al-Sulaiman (Sheik). See also Petra Capital Corp, Mr 20
ABDUCTION. Use Kidnapping
ABORTION
Soma Golden ed comment scores retreat from abortion rights issue by women's groups and Govt agencies; urges renewed commital to maintain const right from erosion by anti-abortion groups, Mr 17,28:1
Strength of anti-abortion movement in Nassau-Suffolk Counties revd; illus; proximity of NYC, from which many residents fled, and strong RC Ch influence cited (M), Mr 19,XXI,1:2
Parkchester Gen Hosp, Bronx, closes in midst of NYS probe of alleged 'life-threatening deficiencies' in abortion and maternity services (S), Mr 20,IV,8:2
NYS Sen Repubs raise question of Medicaid funding of abortions as possible impediment to accord on pending state budget; 25-30 Sens reptdly want funding halted; Gov Hugh Carey opposes cutoff (S), Mr 21, 26:5
NYS Sen com rejects bill to require advance notice to parents or their permission for abortions on women under 18 (S), Mr 22,22:1; Repub Sen Warren Anderson raises question of NYS funding of abortions, Legis budget conf with Gov Carey; seeks floor debate (S), Mr 22,23:3; dispute over Medicaid financing of abortions continues to hinder budget-approval process in Legis (S), Mr 23,1:2
Linda Bird Francke book The Ambivalence of Abortion and James C Mohr book Abortion in America. The Origins and Evolution of National Policy revd (M), Mr 24,III,25:1
NBC refuses to carry Luth Hour radio broadcast containing anti-abortion sermon; several other religious orgns urge Luth Ch-Missouri Synod file ct case on const grounds; air time for 22-yr-old program is bought by Luth Layman's League; NBC cites ban on air time sales for controversial issues (S), Mr 25, 37:4
NYS Legis hears debate on Medicaid financing by pro- and anti-abortionists (S), Mr 29,23:4; speculation that some Legis members may try to have Medicaid abortion funding stricken from NYS budget; Legis leaders oppose cuts (S), Mr 30,II,6:5; NYS budget snagged on debate; antiabortion forces predict victory in Repub-controlled Sen and possibly in Dem-controlled Assembly; Assembly leaders hope to block amendment there to slow Sen momentum; Sen Sheldon Farber vows to press fight to cut off funding; Sen Repub leader Warren Anderson hopes to avoid intervention (S), Mr 31,18:1; ed deplores NYS antiabortionists' tactic of offering budget amendment from floor to avoid com hearings, open debate and certain veto by Gov Carey, Mr 31,26:1
ABOUREZK, James G (Sen). See also Gas—US—Rates, Mr 17
ABRAHAMS, Alan (Lloyd Carr). See also Futures Trading, Mr 16
ABRAMS, Robert (Boro Pres)
Mr 28, Radio C...
ABR...

Arranged chron

S = short
M = medium
L = long

March 24, section 3, page 25: column 1

Sometimes if a newspaper you are interested in does not produce its own index, it's possible to check another newspaper's index to pinpoint a date. Or, to check local

reaction to an event, use an index to obtain the date and then scan issues of your local newspaper for regional opinion.

Newspaper Locations

NEWSPAPER LOCATIONS

Current newspapers are located at the Periodicals Desk or in the Oakes Room. Check one of the Periodicals Printouts for correct location. With the exception of some backfiles held in Special Collections, backfiles of newspapers are usually held in one of the microformats. Check the Printout for exact format and location.

There are a variety of reference tools which can be used to determine titles of newspapers, publication dates, distribution, etc. As a reference librarian for assistance if you have any questions.

Please turn to Exercise 11 in your Workbook.

This is the end of the section on using periodicals and newspapers. If you have any questions about this unit or any of the Workbook exercises, please ask a reference librarian for clarification.

THE END
UNIT III
USING PERIODICALS

When you feel you are ready, ask the librarian at the Reference Desk for the test for Unit III.

Remember, if you have questions do not hesitate to ask for assistance at the Reference Desk.

Good luck!

Test III/1 Please respond True or False unless otherwise indicated.

1. Magazine articles are a good source of current information.

2. Paper copies can be made from microfilm and microfiche.

3. Journals never circulate outside the building.

4. The Bulletin of the American Association of University Professors would be shelved in the "B's".

5. Citations to magazine articles are listed in a:

   a. card catalog
   b. periodical printout
   c. periodical index
   d. computer terminal

6. What does 8:3 stand for in a periodical index citation?

   a. pages
   b. month and date
   c. page and column
   d. volume and page

7. What does IX,12:5 stand for in a newspaper index citation?

   a. month, date, page
   b. volume, page, column
   c. section, page, column
   d. section, date, page

8. What newspaper index includes a summary of the news articles it indexes?

   a. New York Times Index
   b. Maine Times Index
   c. Times Index
   d. Washington Post Index

Using the Readers' Guide select the correct answer for the following abbreviations.

9. What does the magazine title abbreviation "Sat R" stand for?

   a. Satisfaction Research
   b. Saturday Review
   c. Satellite Research
   d. Saturday Research

10. What does the abbreviation "Je" stand for?

   a. January
   b. July
   c. June
   d. Journal

Using the periodicals printout give the correct location or format for the following titles.

11. Wooden Boat, vol. 2, 1975

   a. Darling Center
   b. Special Collections
   c. Microfilm
   d. Periodical stacks

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Test III/1 (cont.)

12. Livermore Falls Advertiser, current issues

    a. Periodicals Desk
    b. Microfilm
    c. Reference Room
    d. Oakes Room

13. Book Review Digest, 1974

    a. Current Periodicals Room
    b. Index area, Reference Room
    c. Periodical Stacks
    d. Special Collections

14. Journal of Experimental Education, 1946

    a. Periodicals Desk
    b. Periodical Stacks
    c. Microfilm
    d. Reference Room

15. Archery World, 1975

    a. Periodicals Desk
    b. Special Collections
    c. Microfilm
    d. Current Periodicals Room

For the following questions (16-19) match the topics to the periodical index most likely to contain relevant articles.

16 Collective labor agreements

17. Catholic schools

    a. Biological and Agricultural Index
    b. Education Index
    c. Business Periodicals Index
    d. Applied Science and Technology Index

18. Bible in literature

19. Isotopes

    a. Biological Abstracts
    b. Social Sciences Index
    c. Chemical Abstracts
    d. Humanities Index

20. If you want to know what journals are available in this library in the field of wildlife you should consult:

    a. the subject periodical printout
    b. the Learning Materials Center
    c. Special Collections
    d. the card catalog

Test III/2 Please respond True or False unless otherwise indicated.

1. Paper copies can be made from microfilm and microfiche.

2. Journals never circulate outside the building.

3. The Bulletin of the American Association of University Professors would be shelved in the "B's".

4. Magazine articles are a good source of current information.

5. Citations to magazine articles are listed in a:

   a. periodical printout
   b. card catalog
   c. computer terminal
   d. periodical index

6. What does 6:3 stand for in a periodical index?

   a. month and date
   b. volume and page
   c. pages
   d. page and column

7. What does VII,4:1 stand for in a newspaper index?

   a. section, date, page
   b. month, date, page
   c. volume, page, column
   d. section, page, column

8. What newspaper index includes a summary of the news articles it indexes?

   a. New York Times Index
   b. Washington Post Index
   c. Christian Science Monitor Index
   d. Times Index

Using the Readers' Guide select the correct answer for the following abbreviations.

9. What does the magazine title abbreviation "Mus Q" stand for?

   a. Musical Quartets
   b. Musical Quarterly
   c. Museum Quarterly
   d. Musicians Quarterly

10. What does the abbreviation "por" stand for?

   a. pornography
   b. portions
   c. portrait
   d. Portuguese

Using the periodicals printout give the correct location or format for the following titles.

11. Forum for Reading, 1975

   a. Periodical stacks
   b. Microfilm
   c. Bangor Community College
   d. Reference Room

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Test III/2 (cont.)

12. County News, Dec 1977

    a. Current Periodicals Room
    b. Oakes Room
    c. Microfilm
    d. Special Collections

13. Cooper's Journal, 1850

    a. Special Collections
    b. Microfiche
    c. Periodical stacks
    d. Microfilm

14. Geriatrics, current issues

    a. Current Periodicals Room
    b. Oakes Room
    c. Periodicals Desk
    d. Periodical stacks

15. American Notes and Queries, 1970

    a. Periodicals Desk
    b. Microfilm
    c. Reference Room
    d. Periodical stacks

For the following questions (16-19) match the topics to the periodical index most likely to contain relevant articles.

16. Automobile engineering
17. Pneumonia in pigs
18. Anthropology
19. Thermal analysis of soap

    a. Business Periodicals Index
    b. Biological and Agricultural Index
    c. Education Index
    d. Applied Science and Technology Index
    a. Humanities Index
    b. Biological Abstracts
    c. Chemical Abstracts
    d. Social Sciences Index

20. If you want to know what journals are available in this library in the field of fish and fisheries you should consult:

    a. the subject periodicals printout
    b. Special Collections
    c. the card catalog
    d. the Learning Materials Center

Test III/3 Please respond True or False uniess otherwise indicated.

1. Paper copies can be made from microfilm and microfiche.

2. Journals never circulate outside the building.

3. Magazine articles are a good source of current information.

4. The Bulletin of the American Association of University Professors would be shelved in the "B's".

5. Citations to magazine articles are listed in a:

   a. computer terminal
   b. periodical printout
   c. card catalog.
   d. periodical index

6. What does 7:3 stand for in a periodical index?

   a. volume and page
   b. month and date
   c. page and column
   d. pages

7. What does VI,15:3 stand for in a newspaper index?

   a. section, page, column
   b. month, date, page
   c. section, date, page
   d. volume, page, column

8. What newspaper index includes a summary of the news articles it indexes?

   a. Washington Post Index
   b. Chicago Tribune Index
   c. New York Times Index
   d. Wall Street Journal Index

Using the Readers' Guide select the correct answer for the following abbreviations.

9. What does the magazine title abbreviation "Mo Labor R" stand for?

   a. Modern Labor Research
   b. Model Labor Review
   c. Money and Labor Research
   d. Monthly Labor Review

10. What does the abbreviation "Ag" stand for?

   a. attorney general
   b. August
   c. age
   d. agriculture

Using the periodicals printout give the correct location or format for the following titles.

11. Punch, current issues

   a. Periodicals Desk
   b. Current Periodicals Room
   c. Oakes Room
   d. Reference Room

IR006700

Test III/3 (cont.)

12. Shaker Herbalist, no. 2

    a. Special Collections
    b. Reference Room
    c. Periodical Stacks
    d. Microfilm

13. Current Antarctic Literature, 1974

    a. Periodical Stacks
    b. Microfilm
    c. Bangor Community College
    d. Darling Center

14. Journal of Canadian Fiction, 1973

    a. Periodical Stacks
    b. Microfilm
    c. Microfiche
    d. Special Collections

15. Biddeford Weekly Journal, 1930

    a. Microfilm
    b. Periodical Stacks
    c. Reference Room
    d. Special Collections

For the following questions (16-19) match the topics to the periodical index most likely to contain relevant articles.

16. Superconductors
17. Economic conditions

    a. Business Periodicals Index
    b. Education Index
    c. Applied Science and Technology Index
    d. Biological and Agricultural Index

18. Shakespeare
19. Neoplasms

    a. Biological Abstracts
    b. Chemical Abstracts
    c. Social Sciences Index
    d. Humanities Index

20. If you want to know what journals are available in this library in the field of political science you should consult:

    a. The Learning Materials Center
    b. the card catalog
    c. the subject periodicals printout
    d. Special Collections

Test III/4 Please respond True or False unless otherwise indicated.

1. Magazine articles are a good source of current information.

2. Journals never circulate outside the building.

3. Paper copies can be made from microfilm and microfiche.

4. The Bulletin of the American Association of University Professors would be shelved in the "B's".

5. Citations to magazine articles are listed in a:

   a. periodical index
   b. periodical printout
   c. card catalog
   d. computer terminal

6. What does 3:17 stand for in a periodical index?

   a. month and date
   b. pages
   c. volume and page
   d. page and column

7. What does IV,27:4 stand for in a newspaper index?

   a. month, date, page
   b. volume, page, column
   c. section, page, column
   d. section, date, page

8. What newspaper index includes a summary of the news articles it indexes?

   a. Wall Street Journal Index
   b. New York Times Index
   c. Washington Post Index
   d. Maine Times Index

Using the Readers' Guide select the correct answer for the following abbreviations.

9. What does the magazine title abbreviation "Nat R" stand for?

   a. Nations Research
   b. Nature Research
   c. Natural Resources
   d. National Review

10. What does the abbreviation "F" stand for?

   a. folio
   b. February
   c. festschrift
   d. fluorine

Using the periodicals printout give the correct location or format for the following titles.

11. Popular Mechanics, current issues

   a. Oakes Room
   b. Reference Room
   c. Periodicals Desk
   d. Current Periodicals Room

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Test III/4 (cont.)

12. Book Review Index, 1975

    a. Index area, Reference Room
    b. Periodical Stacks
    c. Special Collections
    d. Microfilm

13. Mechanical Engineering News, current issues

    a. Periodicals Desk
    b. Current Periodicals Room
    c. Reference Room
    d. Oakes Room

14. Massachusetts Gazette and Boston Weekly Newsletter, 1704

    a. Special Collections
    b. Periodicals Stacks
    c. Microprint
    d. Microfilm

15. Marine Pollution Bulletin

    a. Periodical Stacks
    b. Reference Room
    c. Microfilm
    d. Darling Center

For the following questions (16-19) match the topics to the periodical index most likely to contain relevant articles.

16. Stocks

17. Vocational guidance

    a. Applied Science and Technology Index
    b. Business Periodicals Index
    c. Biological and Agricultural Index
    d. Education Index

18. Economics

19. Growth in chickens

    a. Chemical Abstracts
    b. Humanities Index
    c. Biological Abstracts
    d. Social Sciences Index

20. If you want to know what journals are available in this library in the field of music you should consult:

    a. the card catalog
    b. the Learning Materials Center
    c. the subject periodicals printout
    d. Special Collections

Test III/5 *Please respond True or False unless otherwise indicated.*

1. Paper copies can be made from microfilm and microfiche.

2. Journals never circulate outside the building.

3. The Bulletin of the American Association of University Professors would be shelved in the "B's".

4. Magazine articles are a good source of current information.

5. Citations to magazine articles are listed in a:

   a. periodical printout
   b. periodical index
   c. computer terminal
   d. card catalog

6. What does 12:6 stand for in a periodical index?

   a. month and date
   b. volume and page
   c. pages
   d. page and column

7. What does III,18:4 stand for in a newspaper index?

   a. month, date, page
   b. section, date, page
   c. volume, page, column
   d. section, page, column

8. What newspaper index includes a summary of the news articles it indexes?

   a. Chicago Tribune Index
   b. Christian Science Monitor Index
   c. New York Times Index
   d. Washington Post Index

Using the Readers' Guide select the correct answer for the following abbreviations

9. What does the magazine title abbreviation "Sci Am" stand for?

   a. Science in America
   b. Scientific America
   c. Scientific American
   d. Scientists in America

10. What does the abbreviation "Aut" stand for?

   a. autumn
   b. author
   c. August
   d. Austria

Using the periodicals printout give the correct location or format for the following titles.

11. Bear Facts, 1972

   a. Periodical stacks
   b. Special Collections
   c. Microfilm
   d. Current Periodicals Room

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Test III/5 (cont.)

12. Outdoor Life, current issues

    a. Oakes Room
    b. Current Periodicals Room
    c. Periodicals Desk
    d. Darling Center

13. Ocean Industry, 1969

    a. Microfilm
    b. Periodical stacks
    c. Special Collections
    d. Darling Center

14. Minerve, 1826

    a. Periodical stacks
    b. Microfilm
    c. Microfiche
    d. Special Collections

15. Fisheries, 1976

    a. Darling Center
    b. Current Periodicals Room
    c. Periodical stacks
    d. Microfilm

For the following questions (16-19) match the topics to the periodical index most likely to contain relevant articles.

16. Escherichia coli
17. Ceramic research
18. Music
19. Production (economics)

    a. Education Index
    b. Biological and Agricultural Index
    c. Applied Science and Technology Index
    d. Business Periodicals Index
    a. Humanities Index
    b. Social Sciences Index
    c. Biological Abstracts
    d. Chemical abstracts

20. If you want to know what journals are available in this library in the field of art you should consult:

    a. Special Collections
    b. the card catalog
    c. the subject periodical printout
    d. the Learning Materials Center

Test III/6 Please respond True or False unless otherwise indicated.

1. The Bulletin of the American Association of University Professors would be shelved in the "B's".

2. Magazine articles are a good source of current information.

3. Paper copies can be made from microfilm and microfiche.

4. Journals never circulate outside the building.

5. Citations for magazine articles are listed in a:

   a. card catalog
   b. computer printout
   c. periodical index
   d. periodical printout

6. What does 9:3 stand for in a periodical index?

   a. volume and page
   b. page and column
   c. month and date
   d. pages

7. What does 1,12:3 stand for in a newspaper index?

   a. volume, page, column
   b. section, page, column
   c. section, date, page
   d. month, date, page

8. What newspaper index includes a summary of the news articles it indexes?

   a. Wall Street Journal Index
   b. Maine Times Index
   c. Times Index
   d. New York Times Index

Using the Readers' Guide select the correct answer for the following abbreviations.

9. What does the magazine title abbreviation "Phys Today" stand for?

   a. Physics Today
   b. Physiology Today
   c. Physicians Today
   d. Physiognomy Today

10. What does the abbreviation "il" stand for?

   a. Illinois
   b. Illuminate
   c. Illinium
   d. Illustrated

Using the periodicals printout give the correct location or format for the following titles.

11. Annals of Human Genetics, vol 15

   a. Reference Room
   b. Darling Center
   c. Microfilm
   d. Periodical stacks

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Test III/6 (cont.)

12. Journal of Special Education, current issues

    a. Oakes Room
    b. Periodicals Desk
    c. Reference Room
    d. Special Collections

13. Dissertation Abstracts International

    a. Periodical stacks
    b. Darling Center
    c. Reference Room
    d. Special Collections

14. Saturday Review, 1968

    a. Microcards
    b. Periodical stacks
    c. Reference Room
    d. Darling Center

15. Dental Abstracts, 1972

    a. Reference Room
    b. Bangor Community College
    c. Periodical stacks
    d. Microfilm

For the following questions (16-19) match the topics to the periodical index most likely to contain relevant articles.

16. Enrollment

17. Rat fleas

    a. Biological and Agricultural Index
    b. Applied Science and Technology Index
    c. Business Periodicals Index
    d. Education Index

18. Physiology

19. Labor supply

    a. Social Sciences Index
    b. Biological Abstracts
    c. Humanities Index
    d. Chemical Abstracts

20. If you want to know what journals are available in this library in the field of accounting you should consult:

    a. the card catalog
    b. the Learning Materials Center
    c. Special Collections
    d. the subject Periodical Printout